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DDA 85-0060
4 January 1985

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 4 January 1985

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

25X1

[redacted]

c. Renovations on the 7th floor of the Headquarters Building are approximately 80% complete. Affected Agency offices will be moving into the renovated areas during the month of January. These moves will free the 5E corridor for completion of renovations for the Office of Soviet Analysis (SOVA) relocation.

d. As of 31 December the Federal Employees Health Benefits Open Season actions have resulted in a net gain of 212 new members for the Association Benefit Plan (ABP). This is a very definite improvement over last years' Open Season when there were 589 net losses to the ABP.

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[redacted]

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f. Reconstruction of the new Headquarters Language Facility was completed on 31 December 1984. The Facility was relocated from the South Cafeteria loft to a self-study classroom area in Headquarters' GE corridor. Furniture has been delivered and a full schedule of classes will commence on 7 January.

g. During the reporting period the Office of Medical Services' Chief Psychiatric Advisor was appointed to the Committee on Mental Health of the Medical Association of the District of Columbia.

h. On 3 January, the Office of Security conducted a briefing for the Permanent Subcommittee on Investigations, Senate Committee on Governmental Affairs. This Committee is conducting a preliminary inquiry into the efficiency and effectiveness of the executive branch in determining the suitability of Government and contractor employees to work in national security activities. The Office representatives have been asked to discuss any findings and recommendations relating to deficiencies, problems or other matters that pertain to personnel security. They will provide an unclassified overview.

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3. Significant activities anticipated during the coming week:

None.

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Distribution:
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1 - DDCI
1 - ExDir
25X1 1 - OLL
1 - Ea. DA OD
1 - SSA/DDA
1 - DDA/CMS
1 - DDA/SS
1 - DDA/MS
1 - DDA/EEO
1 - DDA Subj
1 - HEF Chrono
1 - EO Subj

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